

Requirements Checklist

“Intro to Environmental Education” course

To receive the course certificate, before October 8th you must:

1. **Write thoughtful posts** in all 8 weekly discussion boards (weeks 1-4).
2. **Write thoughtful comments** for other participants in all 8 weekly discussion boards (weeks 1-4).
3. **Write reflections about any one webinar** that you *attended* live or *watched* recorded (any webinar except the Introduction webinar).
4. **Submit the final report** about an environmental education activity by no later than October 8th. You must conduct an environmental education activity during this course. This activity must use concepts and ideas from this course.

Participation in WeChat and Facebook can benefit your learning and networking, but it does not influence your certificate. We absolutely cannot accept any assignments after October 8th.

Check off all boxes by October 8th:

- | | | |
|-----------------|--------------------------|---|
| Any week | <input type="checkbox"/> | Post reflections about <u>any one webinar</u> you attended or watched in this course |
| Week 1 | <input type="checkbox"/> | Write 2 posts (in 2 discussion boards) |
| | <input type="checkbox"/> | Write 2 comments for others |
| Week 2 | <input type="checkbox"/> | Write 2 posts (in 2 discussion boards) |
| | <input type="checkbox"/> | Write 2 comments for others |
| Week 3 | <input type="checkbox"/> | Write 2 posts (in 2 discussion boards) |
| | <input type="checkbox"/> | Write 2 comments for others |
| Week 4 | <input type="checkbox"/> | Write 2 posts (in 2 discussion boards) |
| | <input type="checkbox"/> | Write 2 comments for others |
| Week 5 | <input type="checkbox"/> | Submit a one-page final report |

Deadline for all assignments: October 8th

Final Report Requirements

“Introduction to Environmental Education” online course, Cornell University 2019

During this course, you must conduct an environmental education (EE) activity. Quality criteria: (1) Your EE activity must use **terminology, ideas, or concepts from this course**. In your final report, you must demonstrate the use of EE concepts, terminology, or references that support your EE activity. These ideas must come from course materials and/or from discussions with other participants. (2) Your EE activity must be **new to you**, which means that you conduct it for the first time.

You can conduct your EE activity for your students, colleagues, friends, children, family, community members, or any other people. We suggest that you conduct your EE activity approximately during Week 4, which allows enough time to write the final report on Week 5. You must submit the final report about your EE activity by October 8th (the submission link will be available only during Week 5 on EdX Edge). Before submitting your one-page final report, please make sure that it follows all requirements listed below, so that you can receive the course certificate.

Your one-page final report must follow all these elements:

1. **TITLE.** On top of your one-page final report, please type a short title that reflects the main idea of your EE activity. For example, “Connecting to nature through family forest walks,” “Social media to raise awareness of plastic pollution,” “Urban camping? Why not!”
2. **AUTHOR.** On the next line, type your name, organization, city, and country. We prefer final reports written by single authors. But you can create one final report in a small group of 2-3 course participants; in this case please provide information about all authors.
3. **GOALS.** What are the goals of this EE activity, what does it contribute to? (E.g., connection to nature, mental health, hands-on environmental action, ecosystem restoration, job training,...). You can cite any research or ideas from this course to support your goals.
4. **BACKGROUND.** Describe any information useful for conducting this activity. What is the audience (e.g., age group, and level of experience)? Location? For which EE programs is this activity designed (e.g., informal EE in a family, after-school program, residential EE program,...)? What are required materials? Safety information? Etc.
5. **ACTIVITY DESCRIPTION.** This is the main part of your final report. Step-by-step tell us what you have done for your EE activity. Include only the most important details. Make sure that your description is clear, so that educators in other countries can adapt it to their settings.
6. **TERMINOLOGY.** Where appropriate, please use EE research ideas, concepts and terminology.
7. **ADAPTABLE.** Your final report must be adaptable and usable in different countries.
8. **SOURCES.** This is optional: At the end, you can provide citations of up to 3 sources (preferably articles or books) that have informed your EE activity. For each source, include: *author, year, and title*.
9. **ONE PAGE.** Your final report must be one-page long. Longer reports cannot be accepted.
10. **VERTICAL.** Use vertical (portrait) page. Page size should be regular Letter-size or A4.
11. **FONT.** Please use font size 10 or 11 (Arial, or Times New Roman). Use a larger font for the title.
12. **ILLUSTRATION.** We suggest that you include one relevant photo, image, or diagram. You must have permission to use this illustration (at the end, indicate its copyright information if needed).
13. **FILE FORMAT.** Please save your one-page final report as a PDF or DOC file.
14. **SUBMIT.** Please submit your final report during the last week of the course, via the online form in Week five. **We cannot accept your final report after October 8th.**